

# **Utility Advisory Commission Regular Meeting**

## **Agenda**

Thursday, March 5, 2020

7:00 pm – Gardner City Hall Council Chambers

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **PRESENTATION**

1. Bryan Ashworth representing Ecologix will present information on the benefits of using LED lighting to reduce utility costs for the Gardner community.

### **PUBLIC COMMENT**

### **CONSENT AGENDA**

1. Standing approval of the minutes as written for the February 6, 2020 meeting of the Utility Advisory Commission.

### **OLD BUSINESS**

### **NEW BUSINESS**

1. Consider a recommendation to City Council to approve the sale of capacity to Dogwood Energy Facility.

### **DISCUSSION ITEMS**

1. Project Updates.

### **OTHER BUSINESS**

### **ADJOURNMENT**

**UTILITIES ADVISORY COMMISSION STAFF REPORT CONSENT AGENDA ITEM #1**  
**MEETING DATE: MARCH 5, 2020**  
**STAFF CONTACT: GONZ GARCIA, UTILITIES DIRECTOR**

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**AGENDA ITEM:** Standing approval of the minutes as written for the February 6, 2020 meeting of the Utilities Advisory Commission.

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**Background:**

The draft minutes for the February 6, 2020 Utilities Advisory Commission meeting are attached.

**Staff Recommendation:**

Staff recommends approval of the minutes for the February 6, 2020 meeting of the Utilities Advisory Commission.

**Attachments:**

- Draft minutes of the February 6, 2020 Utilities Advisory Commission meeting.

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OF THE UTILITY ADVISORY COMMISSION  
GARDNER, KANSAS**  
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February 6, 2020

The Utilities Advisory Commission of Gardner, Kansas, met in Regular Session on February 6, 2020, at City Hall. Present were Chairman Gary Williams, Commissioner Barbara Coleman, Commissioner Andrew Taylor, Commissioner Bryce Augustine, Utilities Department Director Gonzalo Garcia, and Administrative Assistant Erin Groh. Vice Chairman Kristina Harrison was not in attendance.

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Chairman Gary Williams.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

**CONSENT AGENDA**

1. **Standing approval of the minutes as written for the January 2, 2020, meeting of the Utility Advisory Commission.**

Motion by Commissioner Coleman, seconded by Commissioner Augustine, to approve the Consent Agenda.

Motion carried 4-0 Aye

2. **Consider adoption of the 2020 Utilities Advisory Commission Meeting Schedule.**

The upcoming meeting dates approved by the Utilities Advisory Commission are as follows:

March 5, April 2, May 7, June 4, July 2, August 6, September 3, October 1, November 5, December 3.

Motion by Commissioner Coleman, seconded by Commissioner Augustine, to approve the Consent Agenda.

Motion carried 4-0 Aye

**OLD BUSINESS**

**NEW BUSINESS**

1. **Consider appointment of City of Gardner representatives as Director #1, Director #2, and Alternate Director with voting rights to the Kansas Municipal Energy Agency (KMEA) Board of Directors.**

Director Gonz Garcia presented the staff report.

Director Garcia discussed how currently the KMEA representatives from the City of Gardner who have been appointed to represent the City on the Kansas Municipal Energy Board of Directors have terms that will be expiring soon. In accordance with Section 5.1 of KMEA's Bylaws, each KMEA member city shall have two Directors and an Alternate on its Board of Directors. Director Garcia selected Matt Ponzer, current Electrical Engineer on staff to be Director #1, to reappoint himself as Director #2 and selected Bruce Baldwin, current Electric Distribution Manager to be the Alternate.

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Motion by Commissioner Coleman, seconded by Commissioner Taylor to forward a recommendation to the City Council to approve the following recommendations to the City Council:

1. Appoint Matt Ponzer as Director #1 to fill vacancy, expiring April 30, 2021.
2. Reappoint Gonzalo Garcia as Director #2, expiring April 30, 2022.
3. Appoint Bruce Baldwin as Alternate Director, expiring April 30, 2022.

Motion carried 4-0 Aye

2. Consider a recommendation to the City Council for the implementation of the Public Inflow & Infiltration Improvements work for Basin 1 of the Inflow & Infiltration Project, Project No. WW1706.

Director Gonz Garcia presented the staff report.

Director Garcia discussed how the Inflow & Infiltration program in Gardner provides prioritization, procedures, schedules and planning for maintaining and rehabilitating the existing sanitary storm sewer system throughout the community. Of the public properties in Gardner, Director Garcia stated that Basin 1 is considered the most urgent of areas to be studied. The public I&I program consists of 1. Manhole Rehabilitation, 2. Cured-In-Place-Pipe, 3. Point Repairs and 4. Routine maintenance. Director Garcia stated that it is possible that 80% of the I&I issues determined as Priority 1 will be resolved once fixed.

Motion by Commissioner Bryce Augustine, seconded by Commissioner Coleman to forward a recommendation to the City Council to fund Public Sanitary Sewer and Manhole Rehabilitation Improvements for the Private Inflow & Infiltration work for Drainage Basin 1 as part of the Inflow & Infiltration Project, Project No. WW1706.

Motion carried 4-0 Aye

**DISCUSSION ITEMS**

**1. 2019 4<sup>th</sup> Quarter Electric Outage Report.**

Director Garcia presented the Electric Outage report for the 4<sup>th</sup> Quarter of 2019. Electric staff responded to 22 outages affecting 415 customers: 5 caused by equipment failures, 1 caused by a tree, 6 caused by animals, 3 caused by damage by others, 2 caused by unknown reasons, and 5 caused by other reasons. The average workday response time was 15 minutes and the average workday length of outage was 50 minutes. The average after-hours response time was 40 minutes and the average after-hours length of outage was 1 hour and 1 minute. The overall average response time was 31 minutes and the overall average length of outage was 56 minutes.

**2. 2019 4<sup>th</sup> Quarter Wastewater Collection Repairs Report.**

Director Garcia presented the Wastewater Collection report for the 4<sup>th</sup> Quarter of 2019. Line maintenance staff completed 1 sanitary sewer line repair affecting 1 customer, which was due to Line Failure. The outage was during after-hours and the response time was 30 minutes and the repair time was 7 hours.

**3. 2019 4<sup>th</sup> Quarter Water Distribution Repairs Report.**

Director Garcia presented the Water Distribution Repairs Report for the 4<sup>th</sup> Quarter of 2019. Line maintenance staff completed 8 water distribution service repairs affecting 61 customers: 1 due to valve failures, 3 due to hardware failures, 2 due to main line failures, 1 due to

**RECORD OF PROCEEDINGS  
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service line failures and 1 due to damage by others. The average workday response time 19 minutes and the average workday repair time was 6 hours and 19 minutes. The average after-hours response time was 21 minutes and the average after-hours repair time was 6 hours and 14 minutes. The overall average response time was 20 minutes and the overall average repair time was 6 hours and 16 minutes.

**4. Project Update- Hillsdale Water Treatment Plant Expansion.**

**Director Garcia discussed the Hillsdale Water Treatment Plant Expansion updates:**

The Hillsdale Water Treatment Plant Design Build project is under construction. These are the latest highlights:

- Onsite RAW waterline construction
- Chlorine contact building
- Filter building
- Chlorine contact basin inspections
- Temporary chemical feed installations
- Settling lagoon
- Other various onsite construction items

Also, land acquisition, permitting and design processes continue to occur on the project.

**OTHER BUSINESS**

Director Garcia announced that Commissioner Taylor has resigned from the UAC Commission due to a family commitment. Also, it was announced that Bryce Augustine was appointed on February 3, 2020 by City Council to the Utility Advisory Commission, with a term expiring February 2021.

**ADJOURNMENT**

Motion by Commissioner Taylor, seconded by Commissioner Coleman, to adjourn the meeting at 7:31 p.m.

Motion carried 4-0 Aye

/s/ \_\_\_\_\_ Erin Groh  
Utilities Department Administrative Assistant

**UTILITY ADVISORY COMMISSION STAFF REPORT****NEW BUSINESS ITEM #1****MEETING DATE: MARCH 5, 2020****STAFF CONTACT: GONZ GARCIA, UTILITIES DIRECTOR**

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**AGENDA ITEM:** Consider a recommendation to City Council to approve the sale of capacity to Dogwood Energy Facility

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**Background:**

Dogwood Energy has expressed interest in purchasing 10 MW worth of capacity from the City of Gardner for the Fall of 2020 and Spring of 2021. The City has excess capacity during that timeframe and is not in jeopardy of falling below the 112% capacity reserve margin during that timeframe. The City made similar arrangements with Dogwood Energy starting in 2019 and expiring in May 2020.

Gardner will receive a monthly capacity payment as set forth in the table below:

Period	Capacity Price (\$/kw/month)	Contract Quantity (MW)	Capacity Payment (\$/month)
Oct 2020 – Nov 2020	0.50	10	5,000
Mar 2021 – May 2021	0.50	10	5,000

KMEA will provide a credit on the City's power supply statements reflecting the effects of the Contract Price on the City's monthly charges as set forth above. The total value of this agreement would be \$25,000 (over the 5 months detailed above).

**Staff Recommendation:**

Approve a recommendation to the City Council to approve a capacity transaction for the sale of 10 MW worth of capacity to the Dogwood Energy Facility.

**UTILITY ADVISORY COMMISSION STAFF REPORT**

**DISCUSSION ITEM #1**

**MEETING DATE: MARCH 5, 2020**

**STAFF CONTACT: GONZ GARCIA, UTILITIES DIRECTOR**

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**AGENDA ITEM:** Project Updates – Electric, Line Maintenance, Wastewater, Water

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**Background:**

Staff will discuss projects and provide current status updates at the meeting.